

ARTICLE 28
UNION/MANAGEMENT MEETINGS

28.1 SCOPE OF AUTHORITY

- A. Union/management meetings established under this Article are for the purpose of discussing the administration and/or interpretation of this Agreement.
- B. No individual group, committee, or council shall have authority to conduct any negotiations, bargain collectively, or modify any provisions of this Agreement. Activities and discussions conducted in accordance with this Article shall not be subject to the grievance procedure, nor be used as a venue to advance any grievance.
- C. Nothing in the Section shall preclude discussions between University and official Union Representatives of matters appropriate for resolution and/or discussion at the appropriate organizational level. Such discussions shall be considered time worked.

28.2 UNIVERSITY UNION/MANAGEMENT COUNCIL

- A. The University wide Council will be composed of one (1) employee representative from each bargaining unit, a WFSE Representative, and up to an equivalent number of University representatives. This does not include administrative support.
 - 1. University Wide council meetings will be conducted two (2) times per year and will be convened within twenty-one (21) days after the request is made.
- B. The individual Bargaining Unit Councils will be composed of three (3) bargaining unit employees, a WFSE representative, and up to an equivalent number of University representatives. This does not include administrative support. By mutual agreement between the parties the composition can be more or less than what is described above.
 - 1. Bargaining Unit Council meetings will be held quarterly and will be convened within twenty-one (21) days after the request is made.
- C. The University and the Union will be responsible for the selection of their own representatives. The Parties may designate individuals to serve as alternates as necessary.

- D. A University representative, with the authority to act on behalf of the University, will chair the meeting.
- E. The Union and the University may designate appropriate resource person(s) who may be in attendance at meetings to act as advisor(s).
- F. Additional meetings may be scheduled upon mutual agreement of the Parties. Not less than seven (7) working days prior to convening a University or Bargaining Unit council meeting, the WFSE Representative and the University's Labor Relations Officer shall mutually agree to the following items:
 - 1. The date, time, and location of the council meeting;
 - 2. The agenda items, which will consist of items that are of group rather than individual concern shall be distributed to attendees at least five (5) days prior to the council meeting; and
 - 3. The attendees.
- G. The University will be responsible for taking/distributing summary minutes for each meeting. Minutes will be reviewed, corrected and approved by the committee prior to the University distributing the final minutes. Copies of the minutes will be posted on the Human Resource Services, Labor Relations website.
- H. Upon notice from the Union, the University's Labor Relations Officer will notify the supervisors of the employee representatives and resource person(s) regarding the release, date, time, and location of the meeting.
- I. Employees shall be provided paid release time while in attendance at the council provided that the meeting occurs within the employee's regularly scheduled shift. Employee attendance at the meeting will be allowed as long as the attendance does not result in an operational hardship as determined by the University. For purposes of calculating overtime, attendance at the meetings during the employee's regularly scheduled shift, shall be considered time worked. Travel expenses for employee representatives and Union- requested resource persons will be borne by the Union. However, the meeting will be held at a location nearest to the majority of employee representatives identified to attend the meeting. Attendance via telephone or video will be an option for remote attendees.

- J. If the Parties determine a clarification regarding the administration and/or interpretation of this Agreement is necessary, the Parties may jointly develop and issue a Memorandum of Understanding (MOU).

28.3 AVAILABILITY OF PARTIES

- A. At the individual bargaining unit level, the University or the Union may request to meet concerning the administration and/or the interpretation of this Agreement.
 - 1. If the Union requests to meet with the University, the request shall be submitted to the University's Labor Relations Officer.
 - 2. If the University requests to meet with the Union, the request shall be submitted to the WFSE Representative.
- B. The request to meet shall
 - 1. Be in writing;
 - 2. Identify the specific purpose and the agenda items for the requested meeting;
 - 3. Identify the proposed attendees; and
 - 4. Propose a date and time for the meeting.
- C. Within seven (7) working days prior to convening a meeting, the WFSE Representative and the University's Labor Relations Officer shall mutually agree to the following items:
 - 1. The date, time, and location of the meeting;
 - 2. The agenda items, which shall be distributed to attendees at least three (3) working days prior to the meeting; and
 - 3. The attendees.
- D. Employees shall be provided paid release time while in attendance at the meeting provided that the meeting occurs within the employee's regularly scheduled shift. Employee attendance at the meeting will be allowed as long as the attendance does not result in an operational hardship as determined by the University. For purposes of calculating overtime, during the employee's regularly scheduled shift, attendance at the meetings shall be considered time worked. Travel expenses for employee representatives and Union requested resource persons will be borne by the Union. However, the meeting will be held at a location nearest to the majority of employee representatives identified to attend the

meeting. Attendance via telephone or video will be an option for remote attendees.

- E. Such meetings shall be chaired by the University's Labor Relations Officer or their designee.
- F. If the Parties determine a clarification regarding the administration and/or interpretation of this Agreement is necessary, the Parties will jointly develop a proposed MOU that will be forwarded to the Union/Management Council for consideration and determination.